

STATE OF SOUTH DAKOTA
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL AVENUE
PIERRE, SOUTH DAKOTA 57501-3182

Child Care Training Videos
Questions and Responses

PROPOSALS ARE DUE NO LATER THAN JULY 28, 2021 by 5:00pm CDT

RFP 2418

BUYER: Office of Licensing and
Accreditation

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We had edited and summarized some of the questions and our responses. Unfortunately, this has led to some confusion. Below are specific questions and responses. Where appropriate we label the **section, the original answer was in**.

- *Is there a list of location(s) that we will need to travel to compile the video footage?*
Technical Requirements –Location shots are optional. Your proposal should list if you plan on doing them and your budget should reflect that cost. The State would assist you in doing these.
- *Will we be conducting on-camera interviews? And if so, approximately how many?*
Technical Requirements – No interviews are needed.
- *Will staging re-enactments to illustrate the proper/improper way to do things be required? If so, will that location be provided to us?*
Technical Requirements – Re-enactments are not required. We expect you may offer scenarios in your script that will be acted out or animated. But we are not expecting specific instances to be re-enacted.
- *Who will be responsible for script writing?*
Technical Requirements –Script writing will be the responsibility of the offeror with review and final approval from DSS.
- *Do you have staff, etc. that will participate or do we need to budget in actors?*
Technical Requirements – State staff will not actively participate (actor, testimonial, narration, etc.) as a State representative in any video content.
- *Do you have a narrator from your staff or do we need to budget for that?*
Technical Requirements – State staff will not actively participate (actor, testimonial, narration, etc.) as a State representative in any video content.
- *Does the Spanish translation need to be verbal, or Spanish closed captioning?*
Spanish and Closed captioning - Both. "In addition, there are two informational videos that would include Spanish versions: Child Care Assistance (Subsidy) Information for parents and Child Care Assistance (Subsidy) Benefits for parents and providers. The entire content of the two videos should be able to be understood by any person who speaks, hears, or reads in the Spanish language".
- *Do you have any b-roll (stock footage) to use as fill in or does everything need to be freshly shot?*
Content History and Future Intent – We only have PowerPoints. There is no stock footage.
- *Do these videos represent a refresh of something already done, or is this a new concept being done for the first time?*
This is the first time doing this